

**Administrative Permit: FENCE HEIGHT, TENNIS COURT FENCING & GATE  
SUPERSTRUCTURE**

		FEES*	INITIAL DEPOSIT*	FEE CODE
DPLU PLANNING			\$1,910	4900
DPLU ENVIRONMENTAL				
DPW ENGINEERING				
DPW INITIAL STUDY REVIEW				
STORMWATER				
DEH	SEPTIC/WELL			
	SEWER			
DPR				
<b>INITIAL DEPOSIT \$1,910</b>				

VIOLATION FEE \$500

\* **See Website:** <http://www.sdcounty.ca.gov/dplu/cost-schedule-info.html> **for average processing costs.**

**NEW: Use our [Discretionary Permit Cost Guide](#) to get an idea of how much the County portion of your project may cost.**

**- Please read and follow instructions Step by Step!! -**

**Step 1:**

All forms/plans listed under **(Step 1)** must be completed, signed, scanned and saved as "pdf" files, then **submitted on CD's**. The forms have "Data Entry Form Fields" and can be completed and saved on your computer.

- Plot Plan
- [126 Acknowledgement of Filing Fees and Deposits](#)
- [305 Ownership Disclosure](#)
- [320 Evidence of Legal Parcel \(and any deeds\)](#)
- [346S Supplemental Application Form](#)
- [511 Notice of Proposed Administrative Permit](#)
- [514 Public Notice Certification](#)

**Step 2:**

***In addition to the electronic copies on CD, all forms/plans listed under (Step 2) must be completed, signed and submitted as Hardcopies.***

- Plot Plans: **Eight (8) hard copies.**  
     If in Alpine CPG area: **Nine (9) hard copies.**  
     If in the (USDRI) River Way Specific Plan area: **Ten (10) hard copies.**
- [346 Discretionary Permit Application Form](#): **One (1) hard copy.**
- [346S Supplemental Application Form](#): **One (1) hard copy.**

511 Notice of Proposed Administrative Permit: One (1) hard copy.

- Public Notice package (see [DPLU-516](#), for details)
- a. One (1) set of gummed labels on 8½" x 11" sheets containing the names and addresses of all property owners.
  - b. One (1) set of stamped (**with USPS Forever Stamps**) and addressed envelopes (4¼" x 9½" business size) for each property owner on the list.

**All forms listed below are informational only and shall not be submitted.**

These are available at: [DPLU Zoning Forms](#).

220	Administrative Permit for Gates/Fences/Walls Applicant's Guide
515	Public Notice Procedure
516	Public Notice Applicant's Guide
906	Signature Requirements
ZC001	Defense and Indemnification Agreement
ZC013	G-3 Determination of Legal Parcel
ZC090Z	Typical Plot Plan

**This application requires an appointment to submit.  
To schedule or cancel appointments please call (858) 694-2262.**

**NOTES:**

1. Save **each** whole Study, Report, Plot Plan, Map, etc., **as a single PDF file on CD(s)**. Save as many PDF files as possible on each CD. Provide two (2) copies of each CD.
2. Plot plans and elevation drawings are to be stapled together in sets and folded to 8½" x 11" with the lower right-hand corner exposed.
3. Do not collect DPW deposit, but advise applicant that it may be necessary after field visit by planner if there are access or safe sight distance issues.
4. Inform applicant that project goes to local Community Planning Group and/ or Design Review Board for recommendation.